

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: HEALTH SERVICES

DATE: AUGUST 23, 2013

COMMITTEE MEMBERS PRESENT: OTHERS PRESENT:

SUPERVISORS SOKOL
 CONOVER
 FRASIER
 TAYLOR
 MCDEVITT

REPRESENTING THE DEPARTMENT OF PUBLIC HEALTH:
 PAT AUER, DIRECTOR OF PUBLIC HEALTH/PATIENT SERVICES
 SHARON SCHALDONE, ASSISTANT DIRECTOR OF HOME CARE DIVISION
 GINELLE JONES, ASSISTANT DIRECTOR OF PUBLIC HEALTH DIVISION
 TAMMIE DELORENZO, CLINICAL & FISCAL INFORMATICS COORDINATOR
 TAWN DRISCOLL, FISCAL MANAGER
 BETSY HENKEL, COMPTROLLER FOR WESTMOUNT HEALTH FACILITY
 KEVIN B. GERAGHTY, CHAIRMAN OF THE BOARD
 PAUL DUSEK, COUNTY ADMINISTRATOR
 AMANDA ALLEN, DEPUTY CLERK OF THE BOARD
 FRANK E. THOMAS, BUDGET OFFICER
SUPERVISORS MASON
 MONTESI
 WESTCOTT
 WOOD
 DEAN BOECHER, TOWN OF QUEENSBURY RESIDENT
 CHARLENE DiRESTA, SR. LEGISLATIVE OFFICE SPECIALIST

Mr. Sokol called the meeting of the Health Services Committee to order at 9:30 a.m.

Motion was made by Mr. Conover, seconded by Mrs. Frasier and carried unanimously to approve the minutes of the previous Committee meeting, subject to correction by the Clerk of the Board.

Privilege of the floor was extended to Pat Auer, Director of Public Health/Patient Services, who distributed copies of the agenda to the Committee members; *a copy of the agenda is on file with the minutes.*

Commencing the agenda review, Ms. Auer requested to create the new position of WIC (Women, Infants and Children) Assistant, Grade 5, annual base salary of \$26,370, by deleting the positions of WIC Nutrition Aide, Grade 6, annual base salary of \$27,496; and WIC Program Aide, Grade 3, annual base salary of \$24,215, thereby amending the Department's Table of Organization. She advised the proposed changes would be effective on October 1, 2013 which was the commencement date of the new contract with the New York State Department of Health (NYS DOH) for the WIC Program Grant which provided all the Program funding. She said many of the WIC employees completed the same duties and with the rising cost of benefits it seemed prudent to make personnel changes. Ms. Auer announced the current WIC Program Aide would take the promotional exam for the WIC Assistant position and the vacant WIC Nutritional Aide position would not be filled, resulting in no loss of employment and one less staff member. She advised any savings resultant of the changes would be allocated to Per Diem salaries to allow for the hiring of additional employees on an as needed basis, such as coverage for an employee on disability.

Ms. Auer also requested to increase the annual base salary of the WIC Coordinator based on the results of a salary study which would be presented at the September 11, 2013 Personnel Committee meeting. She said the current salary was significantly lower than that of other counties and was \$3,514 less than other nutritionists within the Department. She noted the NYS DOH had already

approved an increase in salary for the WIC Coordinator and all of the changes had been reviewed by the County Administrator and the Personnel Officer. Mr. Conover commented the Board had requested Department Heads to look for ways to reduce staff within their Department and Ms. Auer had found a way to comply with that request.

Motion was made by Mr. Conover, seconded by Mr. McDevitt and carried unanimously to approve the request to create the position of WIC Assistant delete the positions of WIC Nutrition Aide and WIC Program AIDE and to increase the salary of the WIC Coordinator, thereby amending the Department's Table of Organization as outlined above and to forward same the Personnel Committee. *Copies of the resolution request forms are on file with the minutes.*

Ms. Auer requested acceptance of the updated Emergency Response and Preparedness Plan for Warren County Public Health as required by the NYS DOH. She said the update was required annually and was forwarded to the Office of Emergency Services to be included in the Warren County Emergency Plan.

Motion was made by Mr. Taylor, seconded by Mrs. Frasier and carried unanimously to accept the updated Emergency Response and Preparedness Plan for Warren County Public Health as presented. *A copy of the resolution request form is on file with the minutes and the necessary resolution was authorized for the September 20, 2013 Board Meeting.*

Ms. Auer requested to increase the fee for the Influenza Vaccine (Flu Shots), charged for individuals without health insurance or who paid cash, from \$25 to \$30. She advised the increase reflected the cost of the vaccine, supplies and nursing time and would more closely reflect the fees charged at pharmacies and supermarkets. She noted the fee charged for the Influenza Vaccine had not increased since 2010 and there were fewer people each year who paid in cash, as they were able to bill most insurance carriers. She advised the Department would continue to operate the Flu Clinics as she felt it was important to have a presence within the communities and there were many people who relied on this service. A brief discussion ensued.

Motion was made by Mrs. Frasier, seconded by Mr. McDevitt and carried unanimously to increase the fee charged for the Influenza Vaccine from \$25 to \$30 as outlined above. *A copy of the resolution request form is on file with the minutes and the necessary resolution was authorized for the September 20, 2013 Board Meeting.*

Ms. Auer requested to amend the existing contract with the NYS DOH and Health Research Inc., at their request as the grant administrator, in order to change the term of the Public Health Emergency Preparedness Grant to reflect a multi-year agreement commencing July 1, 2012 and terminating June 30, 2017. She explained the allocations would continue to be awarded annually and funding would be available for reimbursement of expenses following the submission, review and approval of the annual budgets. She noted the multi-year agreement would allow the Public Health Department to accept funding without the need to return to the Committee for approval.

Motion was made by Mr. Taylor, seconded by Mr. Conover and carried unanimously to amend the existing contract with the NYS DOH and Health Research Inc. as outlined above. *A copy of the resolution request form is on file with the minutes and the necessary resolution was authorized for the September 20, 2013 Board Meeting.*

Tawn Driscoll, Fiscal Manager, presented a request for a transfer of funds between various codes totaling \$27,000 to reflect the cost of overtime and part-time salaries due to vacant positions in the CHHA (Certified Home Health Agency) and the purchase of equipment for the WIC Program.

Motion was made by Mr. Conover, seconded by Mrs. Frasier and carried unanimously to approve the request for a transfer of funds as outlined above and to forward same to the Finance Committee. *A copy of the Request for Transfer of Funds form is on file with the minutes.*

Ms. Auer stated that Attachment #4 of the Agenda Packet outlined the impact of the additional Certificates of Need issued for CHHA's. She noted there had been no impact to date and pointed out the number of evaluations had increased compared to 2012. She said there was one CHHA which had indicated they had no intention of making home visits within Warren County. Sharon Schaldone, Assistant Director of Home Care Division, stated an additional Liaison would be hired to work at Glens Falls Hospital to ensure the coordination of referrals to the Warren County CHHA.

Ms. Auer pointed out that Attachment #1 of the Agenda Packet reflected a Report on Emergency Response and Preparedness Activities for the month of August.

Ms. Driscoll said Attachment #2 of the Agenda Packet reflected a Report on Revenues and Expenditures for 2013 as of August 19, 2013 and Attachment #3 reflected a Comparison Report of Revenue and Expense for 2012 versus 2013. She pointed out Regular Salaries had decreased compared to 2012 and Overtime and Part-Time Salaries had increased, resultant of several vacant positions. Regarding the Comparison Report of Revenue and Expense for 2012 versus 2013, Ms. Driscoll noted 2013 expenses were lower than the 2012 expenses for the same time period. She added the revenues for 2013 were higher than that of 2012 for the same time period. Mr. Conover asked the reason for the difference in Contractual and Ms. Driscoll replied that a large portion of the Contractual related to the Preschool and Early Intervention Programs. She added the decrease was attributed to a delay in the payment of invoices.

Ms. Auer advised the last item on the agenda pertained to an update on the issues in the Early Intervention Program. She informed there had been an issue with some of the providers not receiving payment. She apprised the State had requested the counties provide Prospective Escrow Funds which many counties including Warren County had refused. She said that since then the State had decided to fund the issue as it had been resultant of their mistake. Mr. McDevitt inquired about the target ages for the Early Intervention Program and Ms. Auer replied birth to three years old. She added after three years of age the children were placed into the Preschool Program. She said the Early Intervention Program dealt with children with developmental delays who required services such as physical therapy. A brief discussion ensued.

Mr. Conover relayed a comment from a constituent with a very ill parent who paid several compliments to the Public Health Department and referred to the Nurses as "Visiting Angels".

Mr. Sokol advised the Annual Financial Report of Westmount Health Facility was to be presented by Michael McCarthy, of McCarthy & Conlon, LLP; however, he continued, since Mr. McCarthy had been unable to attend the meeting, the Report would be delayed until the next Committee meeting.

As there was no further business to come before the Health Services Committee, on motion made by Mr. Conover and seconded by Mr. McDevitt, Mr. Sokol adjourned the meeting at 9:48 a.m.

Respectfully submitted,
Charlene DiResta, Sr. Legislative Office Specialist